

# Be a Community Outreach Intern

National Park Service  
U.S. Department of the Interior

Volunteers in Parks  
Golden Gate National Recreation Area



## Be a Park Hero

The Community Outreach Intern will report directly to the Community Outreach Coordinator at the Crissy Field Center. The Intern will be responsible for developing, implementing and facilitating programs off park site as well as within the park, primarily around Crissy Field, and in the Center Labs. The intern will present programming to school groups, community groups (all ages), and the general public, and promote the park and Center at community sponsored events. He/She will also collaborate with other interns, Park Rangers and Center staff to accomplish their duties.



The Crissy Field Center allows opportunities for many of these programs to take shape. In partnership with community groups, school groups, and the public the Center offers programs and activities that focus on the convergence of our urban and natural environments through multicultural perspectives and promote collaboration on ways to build a more sustainable and environmentally just society.

## Position Information



### Responsibilities/ Duties:

- Assist the Outreach Coordinator in program development
- Conduct environmental education programs for diverse audiences.
- Lead naturalist programs within the park.
- Collaborate with the other CFC Interns in program development and delivery.
- Design and produce visual aids, handouts and brochures.
- Maintain Outreach supplies and equipment including ordering, organizing and tracking supplies.
- Oversee registration for community events.
- Maintain Outreach statistics database.
- Maintain Outreach contacts database.
- Assist in evaluating and assessing outreach programs and program needs.
- Attend tabling events.
- Attend staff meetings and training sessions as required.
- Other Outreach duties as assigned.
- Must work weekends.



### Desired Qualifications:

- Experience teaching and leading groups.
- Well developed interpersonal skills and the ability to work with many types of people.
- Strong written and verbal communication skills.
- Very responsible and organized with an attention to detail.
- Able to work both independently and as part of a team.
- Energetic and self-motivated, able to take initiative and recognize what needs to be done.
- Computer proficiency in Microsoft Word and Excel.
- Interest in working in environmental education or in environmental issues, including the urban environment and environmental justice
- Valid Drivers License
- Ability to work evenings and weekends
- Ability to speak Spanish or Cantonese a plus.

### Application Information:

GGNRA VIP Coordinator  
Building 20I, Fort Mason  
San Francisco, CA 94123  
(415) 561-4755

or apply online.